



# City of Rock Falls

## Electric Committee Meeting Minutes

Date: July 22, 2014      Time Meeting Started: 8:15 a.m.      Time Meeting Ended: 9:30 a.m.

Members		Also Attended	
Mayor Wescott	X	Dick Simon, Electrical Director	X
Alderman Schuneman	X	Robbin Blackert, City Administrator	X
Alderman Reitzel	X	Eric Arduini, City Clerk	X
Alderman Hand	X	Greg Johnson, Operations Manager	X
Alderman Kuhlemier	X	Sauk Valley Newspaper	X

Ordinance/Topic	Discussion	Plan of Action
1. Call to Order @ 8:15 a.m.	<ul style="list-style-type: none"> <li>Approval of the June 24, 2014 Electric Committee Minutes.</li> </ul>	
3. Bill Complaints.	<ul style="list-style-type: none"> <li>None.</li> </ul>	No Action.
4. Financial/Reliability/Broadband Updates.	<ul style="list-style-type: none"> <li>Dick Simon reported on the financials, reliability for the month of June, 2014.</li> </ul>	No Action.
5. Hydro	<ul style="list-style-type: none"> <li>Mr. Simon informed the Electric Committee about the transformer and what direction we are looking to go on the recommendation of the Power System Engineering.</li> </ul>	No Action.
6. Magellan Update.	<ul style="list-style-type: none"> <li>City Administrator Robbin Blackert questioned when the study was going to be done. Dick Simon will have an update from Magellan on Wednesday, July 23, 2014 after the conference call with them.</li> </ul>	No Action.
7. West Second Street Lights.	<ul style="list-style-type: none"> <li>Reviewed with the Electric Committee a breakdown of the cost of west Second Street lighting project.</li> </ul>	No Action.
8. Review last year's Budget.	<ul style="list-style-type: none"> <li>Table until next Electric Committee Meeting.</li> </ul>	No Action.
9. Street Lights.	<ul style="list-style-type: none"> <li>Duplicate item.</li> </ul>	No Action.
10. Relay testing from PSE.	<ul style="list-style-type: none"> <li>Power System Engineering will draw up bid documentation for Relay Testing. The Electric Committee approved with City Council approval for cost not to exceed \$16,000.00.</li> </ul>	City Council Approval.
11. Utility Office Items.	<ul style="list-style-type: none"> <li>Presentation by Administrator Blackert for the Red Flag Software for the Utility Office. Online Utility Exchange, P.O. Box 1489 Winterville, NX 28590 is offering a software package that will assist with Red Flag Rule and also allow for the City to customize a deposit fee structure. Discussion of benefits and need for continued compliance with federal regulations. Committee requested that the company do a presentation at the next regularly scheduled meeting. \$30.00 monthly fee for software and \$2.85 per credit report. Credit reports are generated by Experian.</li> <li>Review and discussion of credit/debit card charges for the Utility Office. The Electric Committee agreed that the need was present to enact a customer charge of \$2.00 per credit/debit card transaction to begin January 1, 2015 which will be</li> </ul>	No Action.

	called a "convenience fee." The Electric Committee asked that customers have sufficient notice of the new convenience fee.	
12. Committee Member Items.	<ul style="list-style-type: none"> <li>• None.</li> </ul>	No Action.
13. Adjournment.	<ul style="list-style-type: none"> <li>• Adjourned meeting @ 9:30 a.m.</li> <li>• Next meeting scheduled for August 26, 2014 @ 8:15 a.m.</li> </ul>	No Action.

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Dick Simon, Electrical Director